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**USU FACULTY SENATE
MINUTES
DECEMBER 6, 2010
Merrill-Cazier Library, Room 154**

Vince Wickwar called the meeting to order at 3:03 pm.

Approval of Minutes

Doug Jackson-Smith made a motion to approve the minutes of October 4, 2010. The motion was seconded and passed.

Announcements – Vince Wickwar

Roll Call. Members are reminded to sign the role sheet at each meeting.

Faculty Forum Minutes. Minutes from the November Faculty Forum are posted on the Faculty Senate Website.

University Business – President Stan Albrecht.

Provost Coward distributed a new booklet produced by his office entitled "Promotion to the Rank of Associate Professor with Tenure - Frequently Asked Questions". All faculty members on all campuses will receive one. Feedback on the document is requested.

Neil Abercrombie was appointed to replace Michael Kennedy, who was VP of Federal and State Relations until he left to become Chief of Staff for Utah Senator Orrin Hatch. Neil is a USU graduate and has an impressive record and experience. His title will be Director of Government Relations.

The external search has begun for a new VP of Research and Dean of Graduate Studies. These two functions will be combined in one office. Noelle Cockett will chair the search committee. A senate member raised a concern about access and responsiveness in the combined position. Also, there might be an imbalance of attention to only aspects of one or the other roles of the office. President Albrecht responded that the office will be structured to assure that this issue is addressed. A second person will probably be brought into the office to assist as well.

The Comprehensive Campaign has passed the \$310 million mark. There are a number of key gifts that will benefit entities across the entire campus.

Because of the political climate, there have been concerns about the Agricultural Research Service (ARS) building project. There is funding in the current Ag appropriations bill, which is included in the Omnibus Appropriations Bill, that should allow the project to continue.

The proposal for the new Doctor of Veterinary Medicine degree goes to the Regents this week for final approval, and pending that approval will go to the legislature in the next session.

The President's office has been sending out emails to the university community and President Albrecht asked for feedback to help determine their helpfulness. A few senators said that they

were informative and hoped they would continue. Please forward comments or suggestions to the President about issues that should be covered in these memos.

Medicare Credible Prescription Coverage Clarification – Dave Cowley. There has been some confusion in the last few days about the Credible Prescription Coverage for Medicare acceptance. Dave Cowley clarified that there has been no changes to the Blue or White insurance plans. Both plans are considered credible coverage which means when an employee turns 65 they may delay the decision to join Medicare for drug coverage if they continue to work. The university insurance plans will pay as much as Medicare does for prescriptions. However, USU's High Deductible Health Plan is not considered credible coverage. There are only 59 people through-out the university that have selected the High Deductible plan and they should have been the only employees who received different information regarding coverage.

Consent Agenda Items – Vince Wickwar.

A motion to approve the consent agenda was made by Tami Pyfer, a second was received and the motion passed.

Information Items

ASUSU Annual Report – Tyler Tolson. ASUSU reports a busy and successful year. Highlights include: increased number of students serviced by the Aggie Blue Fall Leadership seminar which is geared to incoming freshman, the global picnic that focused on diversity, and the Institute for Communication and Leadership, which is a new certificate program aimed at giving USU students a competitive edge as they enter the workforce. ASUSU is in the process of developing plans for the Aggie Recreation Center (ARC), which would provide more recreation resources and other facilities for students. Funding options are being explored including an increase in student fees, some state funding, and the possibility of gifts. Tyler was asked about the proposed Common Hour and scheduling issues. There will be a meeting with department heads and student leadership to discuss the scheduling challenges on January 25, 2011.

Retention and Student Success Annual Report – Noelle Call. Noelle briefly summarized the report for Senate members. Overall retention numbers stay steady. They are working extensively with underrepresented populations and have added a section in the Connections program for non-traditional students. The Parent's Program has more than tripled in size. Initiatives to get students involved on campus, such as the Passport Program, have been very successful. Ninety-five percent of the students who go through the leave-of-absence process return to the university. Efforts are being made to obtain better data in order to work on increasing retention at the department level. They are working with students whose faculty members have identified them as having academic concerns. They also hope to work more with faculty to help faculty realize the impact they have on student retention.

Evaluation of Teaching Excellence (Quality Instruction) – Raymond Coward. Provost Coward was asked to address the evaluation of teaching and role statements. As per section 405 of the faculty code, role statements must clearly identify the area of emphasis that the faculty member is to be evaluated on. You can only have emphases in certain areas. For faculty promotions you can only have one major area of emphasis: teaching, research and creative endeavors, extension or librarianship. The code talks about the need for evidence or documentation of your performance. Many institutions struggle with how one moves from performance to documentation. There are many resources and tools available to help faculty. Recent actions on campus to help faculty document teaching performance include changes to the Faculty/Course Evaluations. Time is spent in the Teaching Academy addressing documentation of teaching. There are Teaching Coaches to help new faculty. Several workshops on developing teaching portfolios have been conducted on the USU campus. Provost Coward indicated that some senior faculty were included in an intensive training program on portfolio building and those who participated are now available on campus as mentors to assist other faculty. A question was

asked about the availability of help for senior faculty members. There are a number of teaching excellence workshops on campus that are open to everyone as well as the mentors that were just mentioned. The Provost estimates that 175 out of our 1000 faculty members have teaching as their major area of emphasis. And, several faculty from the College of Natural Resources and the Emma Eccles Jones College of Education and Human Resources, with teaching as their major emphasis, were promoted to full professors last year. In the future, as funds become available, the FACT Center will be combined with the New Teaching Academy and restructured to better serve the faculty and create new resources on campus.

Action Items

PRPC Section 402.3-402.9 The Faculty Senate and Its Committees (Second Reading) – Bob Parson. PRPC is not recommending changes to 402.8.

Mike Parent moved to accept the second reading, Ed Heath seconded and the motion passed unanimously.

PRPC Section 405.11.4(1) Tenured and Term Appointments: Evaluation, Promotion, and Retention (First Reading) – Bob Parson. PRPC recommends that the final sentence be removed and included as a parenthetical clause at the beginning of the section.

Glenn McEvoy moved to accept the first reading, Ed Heath seconded and the motion passed.

Adjournment

Motion to adjourn at 4:20 p.m.